

**SKILLS FRAMEWORK FOR SEA TRANSPORT
TECHNICAL SKILLS AND COMPETENCIES (TSC) REFERENCE DOCUMENT**

TSC Category	Ship Broking and Chartering					
TSC	Chartering					
TSC Description	Drive the organisation's chartering business and monitor key performance indicators					
TSC Proficiency Description	Level 1	Level 2	Level 3	Level 4	Level 5	Level 6
			STP-SBR-3001-1.1	STP-SBR-4001-1.1	STP-SBR-5001-1.1	
			Assess market data and propose rates for chartering	Analyse data to match shippers with charterers	Review the business unit's performance and establish standard operating procedures	
Knowledge			<ul style="list-style-type: none"> • Voyage and time charters parties, chartering procedures • Role, functions and responsibilities of a shipbroker • Types of cargo in the market, their requirements and best practices for transporting them • Freight rate market and methods to forecast and analyse freight rates • Shippers –strengths and weaknesses, trade lanes they operate in, ship types, rates charged and shipping schedules • Shipping industry, current and emerging trends, commercial awareness, roles of different major players • End-to-end brokerage process • Feature of a Contract of Affreightment (COA) • Contractual and legal compliance 	<ul style="list-style-type: none"> • Voyage and time charter parties, chartering procedures • Voyage estimating, laytime calculations, dry cargo chartering, tanker chartering • Types of cargo in the market, their requirements and best practices for transporting them • Freight rate market and methods to forecast and analyse freight rates • Shippers –strengths and weaknesses, trade lanes they operate in, ship types, rates charged and shipping schedules • Shipping industry, current and emerging trends, commercial awareness, roles of different major players • Process of matching shippers with charterers • End-to-end brokerage process 	<ul style="list-style-type: none"> • Voyage and time charter parties, chartering procedures • Voyage estimating, laytime calculations, dry cargo chartering, tanker chartering • Types of cargo in the market, their requirements and best practices for transporting them • Freight rate market and methods to forecast and analyse freight rates • Shippers –strengths and weaknesses, trade lanes they operate in, ship types, rates charged and shipping schedules • Shipping industry, current and emerging trends, commercial awareness, roles of different major players • Types of business unit key performance indicators • Methods to track business unit's key performance indicators 	

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			<ul style="list-style-type: none"> • International or industry regulations • Elements of costs in chartering 	<ul style="list-style-type: none"> • Charter Party clauses and shipping terms or practices • Contractual and legal compliance • International or industry regulations • Brokerage commission 	<ul style="list-style-type: none"> • Corrective measures to address business unit's key performance indicators 	
Abilities			<ul style="list-style-type: none"> • Collect and evaluate cargo requirements • Confirm criteria for selecting shippers • Identify potential shippers who are capable to transport cargo • Ascertain freight and cargo rates for transport of cargo • Communicate terms and agreements for proposed charters • Draft COAs between parties 	<ul style="list-style-type: none"> • Circulate fixture information among charterers and ship owners • Calculate brokerage for confirmed chartering fixtures • Match shippers with charterers to achieve the best Return on Investment (ROI) • Analyse information contained in position lists and market reports • Track and trace ship positions, cargo and rates • Oversee the drafting of COAs to ensure compliance with regulatory requirements and client requirements 	<ul style="list-style-type: none"> • Establish the business unit's chartering operations, policies and standard operating procedures • Oversee chartering operations and fixtures • Assess the business unit's performance against key performance indicators • Recommend measures to address performance of business units 	